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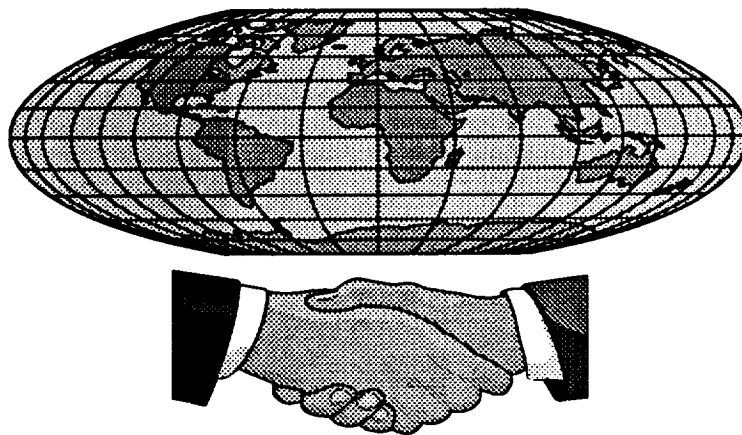
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NASA STI PROGRAM

COORDINATING COUNCIL

Seventh Meeting JANUARY 23, 1992

ACQUISITIONS



(NASA-TM-108020) COORDINATING
COUNCIL. SEVENTH MEETING:
ACQUISITIONS (NASA) 57 p

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***** SUMMARY *****

NASA STI PROGRAM COORDINATING COUNCIL

SEVENTH MEETING

ACQUISITIONS

January 23, 1992
10:00 am - 4:00 pm

Crystal City Gateway 2
Suite 1300 Conference Room

Attendees:

JTT

Katie Bajis
Xenia Castell
James Erwin
Jennifer Garland
Thomas A. Hermann
Linda Hill
Karen Kaye
Tom Lahr
Lucinda Leonard
Georgiana Lira
Elizabeth Nestor
Roland M. Ridgeway
Lou Ann Scanlan
Ron Sepic
Patt Sullivan
Ardeth Taber
Teresa Taylor
Phil Thibideau
Dick Tuey
Kay Voglewede
John Wilson

HWC

Barbara Czerw
Harold V. Jefferson

CASI

Cynthia Barnes
Carl Eberline
Phil French
Joe Gignac
Mike Streeks
Jean Tolzman

AIAA

George Cholewczynski
Karen Holloway
David Purdy
Geoff Worton

DTIC

Isaac A. Fox
Sharon Serzan

INTRODUCTION

Jim Erwin, JTT, welcomed the attendees and gave the overview of the agenda:

1. Summarize current acquisition philosophies and procedures;
2. State the current problems with acquisitions; and
3. Articulate the NASA Scientific and Technical Information (STI) Program philosophy concerning acquisitions.

Questions to be addressed in regard to acquisitions included Who are our users? Are they only scientists and engineers, or a broader clientele (managers, etc.)? If we are serving a broader clientele, what do they want?

Also on the agenda were overviews of the acquisition programs at the Department of Defense (DOD) Defense Technical Information Center (DTIC), the NASA Center for Aerospace Information (CASI), and the American Institute for Aeronautics and Astronautics (AIAA), plus a discussion of how the NASA Office of Procurement can help the NASA STI Program acquire some of the documents it needs.

PRESENTATIONS

Sharon Serzan, DTIC, presented information on the acquisition program at DTIC.

DTIC is the DoD counterpart of the NASA STI Program. DTIC began to reorganize in October 1991: there was a Directorate of Document Services that included acquisition, selection, reference, registration, micrographics, printing, and the mailroom. Now acquisition and selection fall under the Directorate of Operations (DTIC-O), and there is a new office called the DoD Scientific and Technical Information Policy Office (DTIC-S) that reports directly to the Office of the Secretary of Defense (OSD). The DTIC acquisitions section wants to expand the services it offers to the DoD community. To that end its staff will work with the weapons systems acquisition people, be involved from the beginning of the procurement process, and include management documents in its acquisitions. Also, fewer technical reports (TRs) are being produced currently. TRs used to constitute the bulk of the database; now, everything relevant to DoD procurement—more than the Program Element Description Summary (PEDS)—is included. The regulation that covers DTIC dates from 1983 and reads, "... all S&T observations, findings, recommendations, and results derived from DoD endeavors be made available to DTIC ... ," applies to the "Office of the Secretary of Defense, Joint Chiefs of Staff, military departments, [and] defense agencies." The Air Force has a new regulation to submit reports to DTIC within 180 days.

DTIC's acquisition process took 60-80 days in 1990; it now takes less than 20 days (the goal was to get it under 35 days). The reduction in time was brought about by using parallel instead of sequential processing for the machine indexing and microfiche functions. There are now between 1.75 and 2 million documents in the Defense Research, Development, Testing, and Evaluation (RDT&E) Online System (DROLS). Of these, 90 percent are TRs, 40 percent are public release, 10 percent are classified, and 50 percent are limited. Users and contributors are the same population.

Subject areas covered in DROLS are not only the hard sciences, but also management and behavioral and social sciences. Special collections not maintained in DROLS are added to DROLS if requested. Some are German and Japanese documents (1930-1953) obtained during World War II. There were many requests for this material during Operation Desert Storm: DROLS houses a lot of information on desert warfare.

Part of the database is being redesigned. The Work Unit Information System (WUIS) that corresponds to the STI Database's DTIC Work Unit File (DWUF) will become Technical Effort and Management Support (TEAMS).

A change in policy now allows DTIC to accept nearly everything that is submitted. Formerly, nothing was accepted without a letter specifically stating that the material was released for submission; now anything sponsored by the DoD or any part of the Federal Government is acceptable. NTIS can display this material but not distribute it. This is acceptable because access is limited to DoD and its contractors only, not the general public. Conference proceedings are still reviewed at paper by paper for inclusion.

Also included are Pentagon administrative documents; other procurement-related documents such as statement of needs, technical area plans, and operational requirements; and management documents such as planning information, contract information, program performance information, and financial information.

DTIC accepts various formats; close to 200 nonprint products are represented on DROLS. Distribution on CD-ROM will be a reality in the near future.

DTIC acquires documents principally by (1) responding to user requests, (2) monitoring contracts, (3) maintaining a liaison program that gives them access to collections from military bases that are closing, and (4) keeping up with bibliographies, accession lists, and the like. DTIC also has memoranda of understanding with the international community, specifically Australia, Canada, the United Kingdom, the Netherlands, West Germany (sic), plus the Advisory Group for Aeronautical Research and Development (AGARD), NASA, and the Defense Research Group (DRG). DTIC is the secondary distributor for DRG documents in the United States. Embassies of friendly countries also supply documents, although they are not translated; clearinghouses are a further source.

The selection section feels that SF 298, the Report Documentation Page (RDP) needs a place to enter a point of contact; they may take that up with the coalition from the Departments of Commerce, Energy, NASA, National Library of Medicine, and Defense Information (CENDI).

The telephone number for acquisitions at DTIC is 703-274-4408.

Discussion: DTIC has seven people in its acquisitions section when it is fully staffed. In 1990 they took in 6000 documents, including collections. Usually they process some 1200 a month. DTIC must do all of the processing for foreign documents—they have no filled-out forms like the RDP to help.

Mike Streeks, CASI, presented an overview of CASI's acquisition program, its policies, and feedback from the National Level Exchange.

CASI's acquisitions policy is based on *NASA Scientific and Technical Information* (NMI 2220.5D), *NASA Scientific and Technical Information Handbook: Documentation, Approval, and Dissemination* (NHB 2200.2), and *The NASA Scientific and Technical Information System: Its Scope and Coverage* (NASA SP-7065/89N15779). Also, the Statement of Work of its current contract (NASW-4584) spells out the acquisition categories: NASA-generated and -sponsored report literature, non-NASA report literature from domestic sources, foreign-originated report literature from foreign sources, and published literature. Technical directives (TDs) also specify directions for CASI's acquisitions program; for example, there is one on processing documents from NASA Centers, another for a contracts processing study, and another about working with acquisitions experts at NASA Centers. In the contracts processing study, staff are asking, "Are we getting all reports generated from contracts? Can we acquire these reports electronically rather than only in hard copy?"

Another thrust of the acquisitions program at CASI is the National Level Exchange Feedback. CASI has agreements with foreign national organizations: Canada, Australia, Israel, and Japan (pending). CASI is keeping communication links open and sending feedback regularly when these countries send documents. Israel communicates chiefly by fax, and sends information on corporate sources that CASI staff can use to check and correct information on the documents. CASI accepts information in various media: tape, floppy disks, or whatever means works best for the originator. (Canada, Japan, and Australia use magnetic tape.) ESA countries are moving toward PC-based systems and are using CENDI cataloging guidelines and ASCII format.

Cynthia Barnes, CASI, spoke on CASI's proactive acquisitions activity.

CASI staff actively seek out documents that don't come in automatically. The first mechanism used is domestic exchange partners: DTIC, the Department of Energy (DOE), the National Technical Information Service (NTIS), the Federal Aviation

Administration (FAA), the General Accounting Office (GAO), the National Science Foundation (NSF), and the Chemical Propulsion Information Agency (CPA). CASI is on the automatic distribution list for all these organizations except NTIS, which sends its announcement journal. CASI staff need to follow up only if there's a problem with the medium or in cases of special requests. NASA Center interface is another mechanism for obtaining documents; formal reports from the Centers (Technical Memoranda, Contractor Reports, etc.) come to CASI automatically. CASI is compiling an Acquisitions Directory that lists all the helpful people by organization. So far there are about 150 names from NASA locations and about 150 from non-NASA organizations. CASI staff practice quality control: if a part of a document is missing or if a document received is poor quality, the staff will ask for a better copy.

Reference requests are another avenue of acquisitions. If users search for a document in the NASA STI Database and don't find it, they will request it and then the acquisitions staff will try to find it and, if appropriate, acquire it. There used to be 300-400 such requests annually; now there are only 72-144 annually, or 6-12 a month.

Yet another potential source is onsite contractors. Acquisitions staff is working on getting on automatic distribution of their reports. CASI is standardizing its requesting process, from a half-page form to a full-page letter format that will be easily recognized.

CASI will continue working to improve its communications with acquisition contacts, and wants to visit NASA Centers to become more visible and continue establishing an acquisitions network.

Non-NASA organizations do not have formal distribution systems, so CASI staff work with them individually to establish means of acquiring appropriate documents. In the case of the National Academy of Sciences (NAS), CASI gets their newsletter with announcements of their publications, then requests those it wants. The Office of Technology Assessment (OTA) sends announcements of background papers. The National Institute of Aviation Research (NIAR) at Wichita State University in Kansas initiated contact with CASI. The Rand Corporation, Santa Monica branch, is adding CASI to its automatic distribution list.

CASI staff also look at the contract and grant information on file in the database and try to obtain all reports from each contract and grant. So far there has not been good response. They are working with the NASA Procurement Office to see which contracts require reports and to establish points of contact at the NASA Centers to make sure they obtain all relevant reports. Miscellaneous acquisition tools include newsletters, bibliographies, and reference lists. Following up requests has yielded an acquisition rate of more than 70 percent in 1989-1991; having acquisitions experts in place at Centers should improve that figure in the future.

Harold Jefferson, HWC, discussed contract and grant reports.

The NASA Procurement Office, Code HW, is beginning to work with the CASI acquisitions section to help them obtain reports from grants and contracts. There is a clause in contracts, mandatory since 1989, stating that the contractor must submit interim, quarterly, and final reports to CASI. CASI should receive copies of all research and development (R&D) contracts from the NASA Procurement Office. The NASA Procurement Policy Office, Code HP, will work with the NASA Centers to ensure compliance. One possible method is to maintain a tickler file to remind contractors of this reporting requirement a month before a contract expires. CASI will also be included on the contract closeout checklist to make sure that all reports are in before the contract can be closed. Especially on Cost Plus Fixed Fee (CPFF) contracts, final payment can be withheld until all reports are in. CASI staff will be able to follow up on these contracts with the cognizant contracting officer in Code HW if reports are not received within a reasonable amount of time.

Discussion: There is no mechanism yet in place to enforce reporting. Principal investigators (Pis) need to be encouraged to submit reports. Code HWC will work to get a policy in place to ensure that CASI staff will not have to chase these reports. Grants as well as contracts fall under this policy.

Phil French, CASI, described the document evaluation process at CASI.

Scope and Coverage (SP-7065) is a working guide for those who decide which documents to add to the NASA STI Database. In 1970, there were 34 subject categories to fit documents into; in 1978, there were 75; in 1988, one more was added: Category 29, Materials Processing in Space. This information is used by AIAA in New York and by all NASA installations to classify everything except progress reports. When submitting formal reports, the author should assign the category; if no category is specified on the RDP, the document evaluator at CASI assigns it. The subject category of a document determines where it is listed in *STAR* and *IAA* and to whom it is distributed.

To update the category lists, document evaluators read everything available related to NASA planning: authorization hearings, research and technology objectives and plans (RTOPS), long-range plans, current projects. They enter the update information in a current working copy of *Scope and Coverage* to keep it ready for the next revision. Category 99 is "general," and so far suffices as a catchall. The last category to be added, Category 29, was added only after 10 years of deliberation. If the need for a new category is identified and CASI staff are directed to do so by NASA Headquarters staff, then a new category will be added. The category numbering system has intentional gaps to allow for inclusion of additional categories in their proper places.

CASI staff are in the process of developing profiles for domestic exchange partners that will limit the material they send to certain categories. NASA has an agreement with the Department of Energy (DOE) on international energy categories; CASI staff has crafted a profile for DOE based on their subject categories that will tell them what material to send to CASI. Negotiations are also in process with NTIS, who will create a sales tape for CASI.

Discussion: CASI staff deliberately does not assign multiple categories to any document. DTIC used to do this but doesn't now. Conference proceedings get analytic treatment; that is, the whole, or "mother," document is assigned a category, and then each paper, or "daughter" document, is also categorized. Mothers and all daughters appear separately in the database. This type of analysis is limited to NASA and Advisory Group for Aerospace Research and Development (AGARD) material. Everything received from the European Space Agency (ESA) goes into the database; CASI assigns all categories to this material. Tapes that CASI receives from DTIC don't contain all elements for restricted documents; for example, abstracts are not included (and don't appear in the database), although they are included on the microfiche for that document. CASI staff would like to have the abstract on the tape; there is a filter in place that would keep restricted abstracts from appearing to unauthorized RECON users. Negotiations are in process to get these abstracts on the DTIC tapes.

David Purdy, AIAA, talked about open literature scope and coverage in the NASA STI Program.

Open literature is books, journals, and technical reports that do not come from Government agencies. AIAA is a professional membership organization, therefore has excellent access to open aerospace literature from all over the world. International conferences of groups like the International Aerospace Federation (IAF) help broaden the coverage. Acquisition tools include references and bibliographies, exchange agreements, and review copies. AIAA generates approximately 8 percent of the aerospace literature in the database. Many AIAA members are authors; they also recommend new areas to cover. AIAA began its coverage with 34 categories, and now has nearly 100. Technical committees (some 68 special interest groups within AIAA) also recommend subject areas to cover. There is a Soviet Literature Working Group, and the Pacific Rim Initiative covers China and Japan.

Personal contacts are important throughout the acquisition process. AIAA keeps in touch with users and their needs (there are 45,000 members and 72 corporate members), and works closely with the NASA STI Program.

AIAA is working on the Continuous Improvement principle. Its staff uses electronic input. The Institute of Electrical and Electronics Engineers, Inc. (IEEE) contributes citations and abstracts, as does the *AIAA Journal*; a large commercial publisher may

also begin to contribute. Planned improvements include scanning text in, updating exchange contracts to include new journals, and automating the acquisition process. With all of this automation, however, AIAA still emphasizes the one-on-one, person-to-person process for obtaining more incisive coverage of a subject.

Discussion: With the automated acquisition process, each document is tracked through all the steps, including associated financial information. AIAA accepts any document related to aerospace. They listen to their user community, and the emphasis of their database follows the stated interests of its users.

Jim Erwin, JTT, gave an overview of the STI Program's Acquisitions Experts Committee.

This committee was formed to improve and facilitate communication among Code JTT, CASI, AIAA, and the NASA Centers. Allan Kuhn and Katie Bajis from Code JTT are on the committee; there should also be representation from CASI, AIAA, and the NASA Centers. The committee is looking at problems with acquisitions, especially at the Center level. This committee will also deal with issues of scope and coverage, and with streamlining the process of acquisition from the other agencies such as DTIC, DOE, and NTIS.

One question to be resolved is: Are exchange agreements and foreign acquisitions a CENDI issue?

John Wilson, JTT, talked about acquisition initiatives at JTT.

Some of the people involved are Jim Erwin, from the operations perspective; Tom Lahr; Allan Kuhn; and Lou Ann Scanlan, working with Centers.

TD 91-064 directs CASI staff to add to the NASA STI Database anything the Centers want to see added. Often material coming from Centers is not readily identified as NASA material. Sometimes Centers have produced material that is not in the database. The Acquisitions Experts Committee is supposed to ferret out this material. For example, the report of the Small Business Innovative Research (SBIR) program did not get into the database because reports are marked proprietary. These documents also come through the Centers; this is an example of a problem that can be resolved at the Center level. The question of DTIC abstracts (mentioned above) is also being addressed.

Laurie Harrison, CASI, is analyzing all exchange agreements under our trilateral agreements for Tom Lahr to see where the various material we get is coming from. (Trilateral agreements are agreements among ESA, NASA, and organizations within the ESA countries.) The STI Program is also looking at what corporate sources are represented in the database from Hungary, China, India, and Brazil. Then comparisons

can be made with other databases to determine what else should be acquired for the STI Database. The Centers have a lot of this material.

The Soviet Institute of Scientific and Technical Information (VINITI) is sending tapes to Katie Bajis. A pouch is due soon with disks full of cyrillic data in ASCII format on fields and citations and sample data. Mr. Nesrov from VINITI has requested \$2 million to buy personal computers and to upgrade the computers they already have. (Yeltsin will give them another \$2 million.) Mr. Nesrov was on an interrepublic working group. It looks as though the new republics are working toward an infrastructure organization.

There are also negotiations in process with report section of the Science and Technology Division of the Library of Congress. This section has been reorganized and has a lot of interesting material available now, mostly in foreign languages. Copyright issues still need to be resolved. NASA may be able to borrow the material, catalogue it, and enter it into the database, but the Library of Congress will keep the documents and be the source for copies. This project may relate to the task of identifying corporate sources in Hungary, China, India, and Brazil; JTT could give the list to the Library of Congress.

Discussion: There was some question concerning the value of report literature from the former Soviet republics and the Eastern European countries. The consensus was to continue to acquire it.

CLOSING DISCUSSION

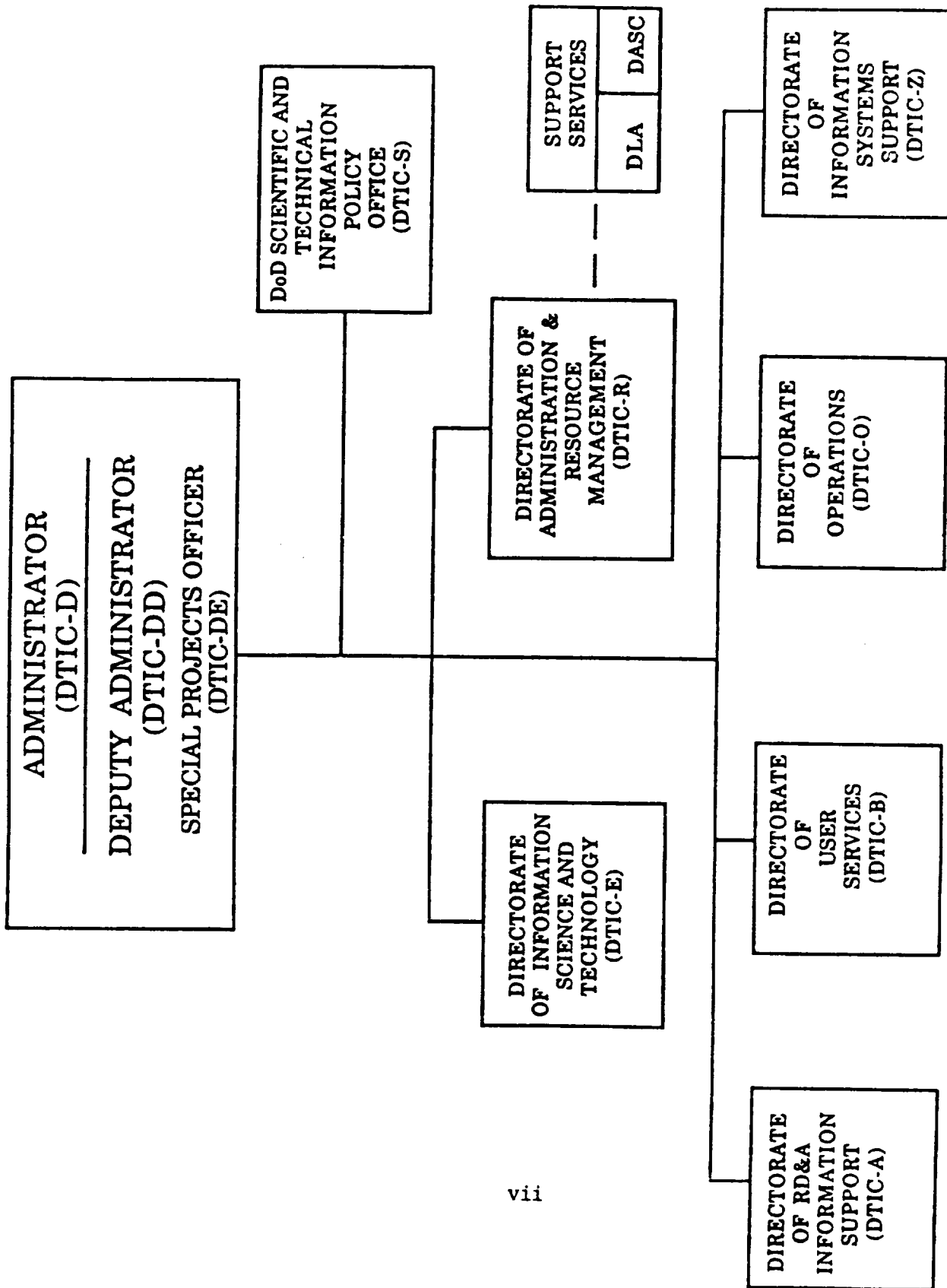
Acquisitions will be on the agenda at the STI Managers Conference; Allan Kuhn will hold a meeting of the Acquisitions Experts Committee there. NASA personnel have talked to people at the National Institute of Standards and Technology (NIST); NIST is involved in the President's Office of Science and Technology Policy (OSTP) initiative on investment in leading edge technologies. The STI Program might do an exchange with them. The National Science Foundation (NSF) has a public database with downloadable full text. Consortia such as MCC in Texas might be good sources of material. A multiple database access system (MDAS) is a possible vehicle for getting scope and coverage feedback from users. Compendex and internet are other possibilities, with their open discussion bulletin board systems. CASI has a new LAN which is Ethernet-based and has TCPIP capability; CASI might try to establish a link to AIAA, especially for document orders.

The next NASA STI Program Coordinating Council meeting will address networks.

DEFENSE TECHNICAL INFORMATION CENTER

• MISSION

DTIC SHALL PROVIDE CENTRALIZED OPERATION OF DoD SERVICES FOR THE ACQUISITION, STORAGE, RETRIEVAL, AND DISSEMINATION OF STI TO SUPPORT DoD RESEARCH, DEVELOPMENT, ENGINEERING AND STUDIES PROGRAMS.



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Approved by: *Kurt N. Molholm*
 Kurt N. Molholm, Administrator
 Date: October 1991
 Prepared by: Directorate of Administration & Resource Management

EVOLVE DTIC

Expand information broker activity

Increase flexibility in handling a wide range of end-user terminal, inquiry, and delivery needs

Assist all levels of acquisition community decision makers

Provide value added means of information analysis

Enhance cross-organizational management and access of information and CALS compatibility

REGULATORY REQUIREMENT

- **DoD DIRECTIVE 3200.12**

DoD SCIENTIFIC AND TECHNICAL INFORMATION PROGRAM

- **APPLIES TO:**

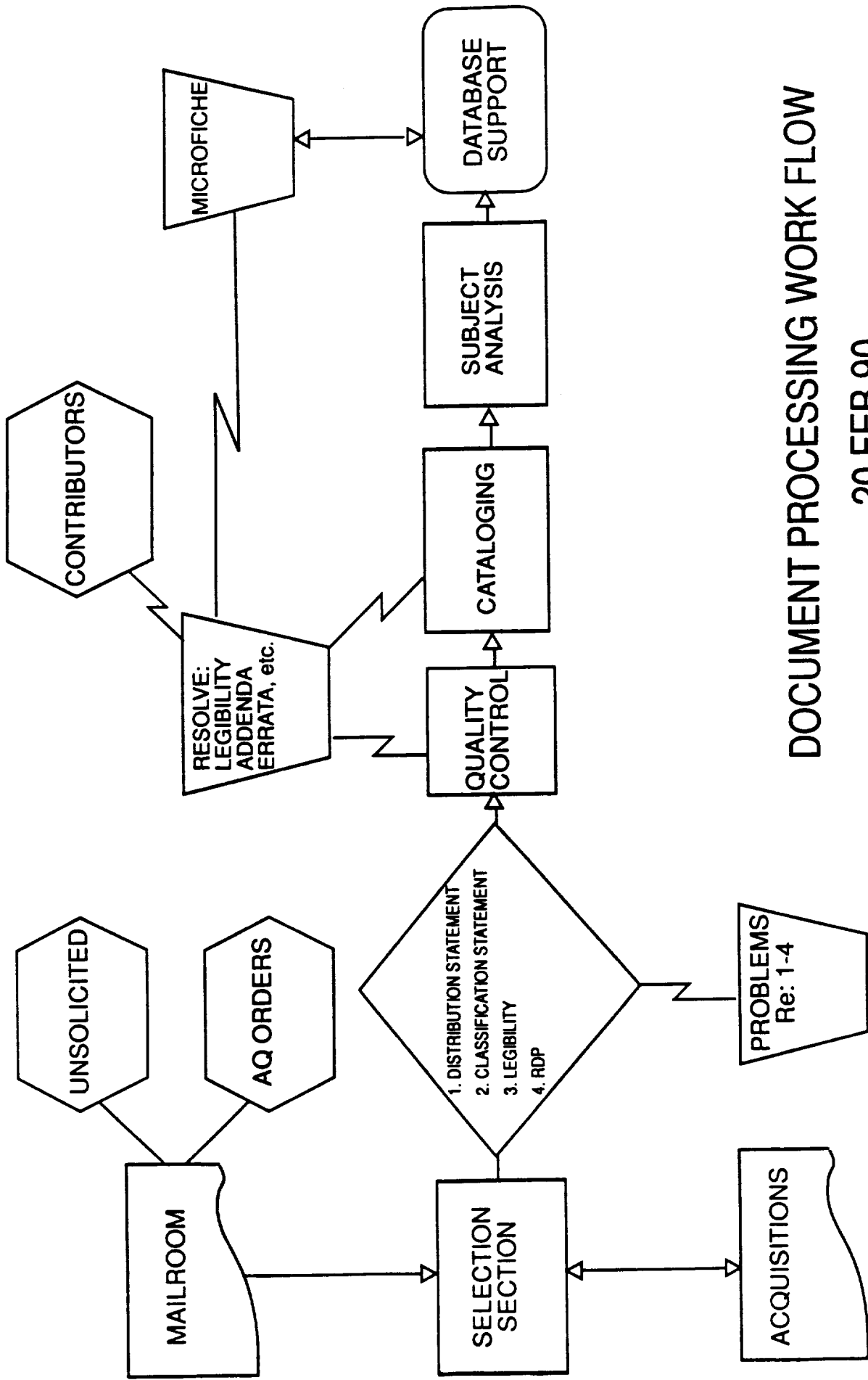
OFFICE OF THE SECRETARY OF DEFENSE

JOINT CHIEFS OF STAFF

MILITARY DEPARTMENTS

DEFENSE AGENCIES

THIS DIRECTIVE STATES THAT THESE ORGANIZATIONS SHALL ENSURE THAT ALL S&T OBSERVATIONS, FINDINGS, RECOMMENDATIONS, AND RESULTS DERIVED FROM DOD ENDEAVORS BE MADE AVAILABLE TO DTIC WITHIN ESTABLISHED SECURITY AND OTHER LIMITATIONS CONTROLS.



DOCUMENT PROCESSING WORK FLOW

20 FEB 90

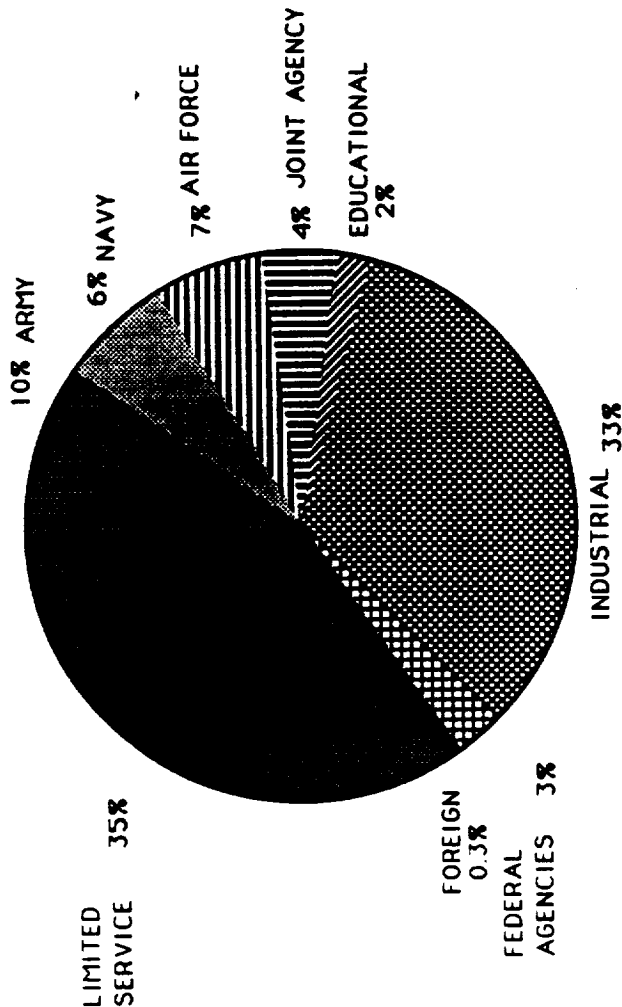
DTIC CURRENT CONTRIBUTORS AND USERS

- **DEPARTMENT OF DEFENSE COMPONENTS**
- **DEFENSE CONTRACTORS, SUBCONTRACTORS,
GRANTEES**
- **EDUCATIONAL INSTITUTIONS**
- **OTHER U.S. GOVERNMENT ORGANIZATIONS**
- **FOREIGN AGENCIES AND INSTITUTIONS,
INCLUDING NATO**

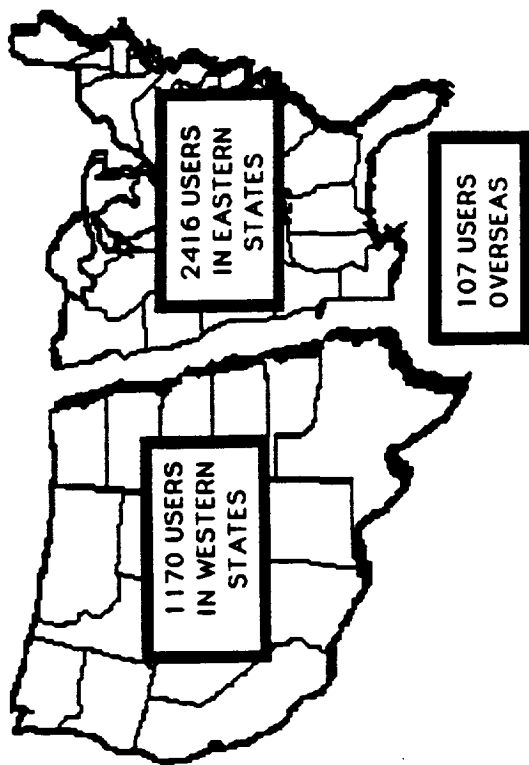
DTIC USER PROFILE

(3693 REGISTERED USERS - AS OF 30 SEPTEMBER 1991)

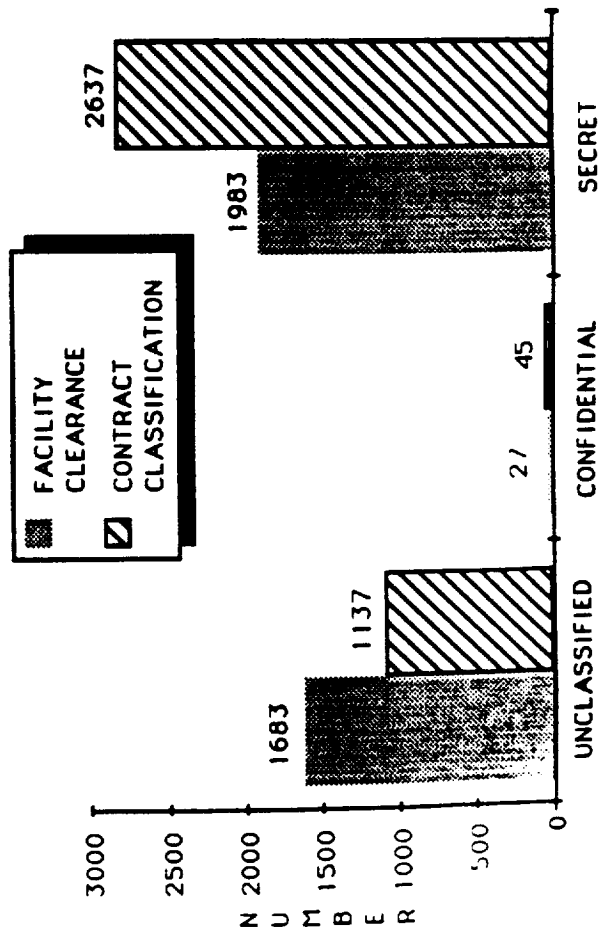
ORGANIZATION



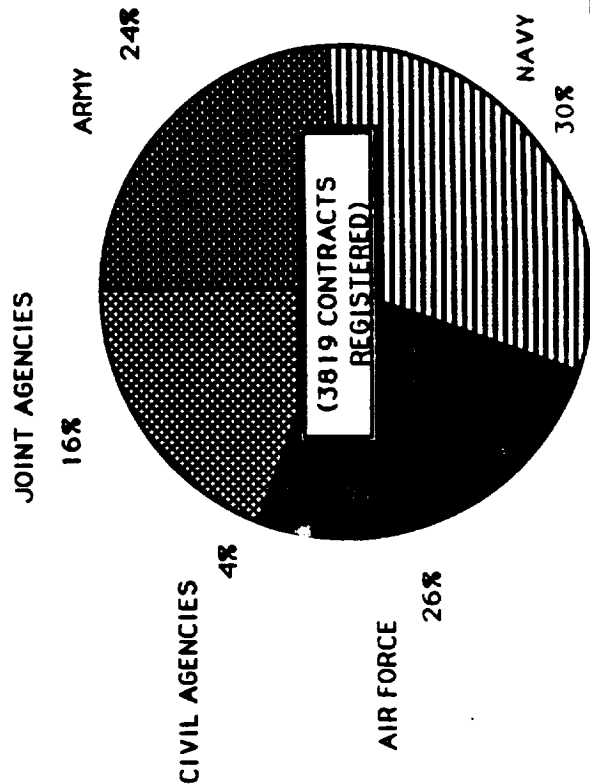
LOCATION



SECURITY CLASSIFICATION



CONTRACTS/POTENTIAL CONTRACTORS



SUBJECT AREAS COLLECTED BY DTIC

- AERONAUTICS
- AGRICULTURE
- ASTRONOMY & ASTROPHYSICS
- ATMOSPHERIC SCIENCES
- BEHAVIORAL AND SOCIAL SCIENCES
- CHEMISTRY
- EARTH SCIENCES AND OCEANOGRAPHY
- ELECTRONICS AND ELECTRICAL ENGINEERING
- MATERIALS
- MATHEMATICAL SCIENCES
- MECHANICAL, INDUSTRIAL, CIVIL, AND MARINE ENGINEERING
- METHODS AND EQUIPMENT
- MILITARY SCIENCES
- MISSILE TECHNOLOGY
- NAVIGATION, COMMUNICATIONS, DETECTION, AND COUNTERMEASURES
- NUCLEAR SCIENCE AND TECHNOLOGY
- ORDNANCE
- PHYSICS
- PROPULSION AND FUELS
- SPACE TECHNOLOGY

ANNUAL DEFENSE CRITICAL TECHNOLOGIES PLAN

1990

- SEMICONDUCTOR MATERIALS AND MICROELECTRONIC CIRCUITS
- SOFTWARE PRODUCTIBILITY
- PARALLEL COMPUTER ARCHITECTURES
- MACHINE INTELLIGENCE AND ROBOTICS
- SIMULATION AND MODELING
- PHOTONICS
- SENSITIVE RADARS
- PASSIVE SENSORS
- SIGNAL PROCESSING
- SIGNATURE CONTROL
- WEAPON SYSTEM ENVIRONMENT
- DATA FUSION
- COMPUTATIONAL FLUID DYNAMICS
- AIR-BREATHING PROPULSION
- PULSED POWER
- HYPERVELOCITY PROJECTILES
- HIGH ENERGY DENSITY MATERIALS
- COMPOSITE MATERIALS
- SUPERCONDUCTIVITY
- BIOTECHNOLOGY MATERIALS AND PROCESSES

AN ANNUAL PLAN FOR DEVELOPING THE TECHNOLOGIES CONSIDERED BY THE SECRETARY OF DEFENSE AND THE SECRETARY OF ENERGY TO BE THE TECHNOLOGIES MOST CRITICAL TO ENSURING THE LONG-TERM QUALITATIVE SUPERIORITY OF THE UNITED STATES' WEAPON SYSTEMS.

SPECIAL COLLECTIONS AT DTIC

- **AIR TECHNICAL INFORMATION (ATI)**
- **TECHNICAL INFORMATION PILOT (TIP)**
- **X COLLECTION**
- **WORK UNIT INFORMATION SYSTEM (WUIS)**
- **INDEPENDENT RESEARCH & DEVELOPMENT
DATABASE (IR&D)**
- **MANPOWER & TRAINING RESEARCH INFORMATION
SYSTEM (MATRIS)**
- **INFORMATION ANALYSIS CENTERS (IAC)**
- **DoD DOMESTIC TECHNOLOGY REFERRAL DATABASE**
- **DTIC REFERRAL DATA BANK**
- **DoD GATEWAY INFORMATION SYSTEM (DGIS)
DIRECTORY OF RESOURCES**

DEFENSE TECHNICAL INFORMATION CENTER

TYPES OF REPORTS ACCEPTED (REPRESENTATIVE SAMPLE)

- **TECHNICAL DOCUMENTS**

TECHNICAL REPORTS

TECHNICAL NOTES

TECHNICAL DATA SUMMARIES

TECHNICAL SURVEYS

INITIAL REPORTS

IN-HOUSE REPORTS

PROGRESS REPORTS

**PERIODIC REPORTS (QUARTERLY,
SEMIANNUAL, ANNUAL, FINAL)**

**STATE-OF-THE-ART REPORTS AND STUDIES
RESEARCH REPORTS**

DEFENSE TECHNICAL INFORMATION CENTER

TYPES OF REPORTS ACCEPTED (REPRESENTATIVE SAMPLE)

- **TECHNICAL DOCUMENTS**
 - TECHNICAL MEMORANDA**
 - TECHNICAL PAPERS**
 - TECHNICAL REVIEWS**
 - PRELIMINARY REPORTS**
 - DEVELOPMENT REPORTS**
 - SUMMARY REPORTS**
 - INTERIM REPORTS**
 - SPECIAL REPORTS**
 - CONTRACT REPORTS**
 - TEST REPORTS**

DEFENSE TECHNICAL INFORMATION CENTER

TYPES OF REPORTS ACCEPTED (REPRESENTATIVE SAMPLE)

- DoD SECURITY CLASSIFICATION GUIDES
- HANDBOOKS
- STUDIES AND ANALYSES
- PATENTS AND PATENT APPLICATIONS
- DISSERTATIONS AND THESES
- JOURNAL ARTICLES
- CONFERENCE PROCEEDINGS AND PAPERS
- COMMAND HISTORIES
- BIBLIOGRAPHIES
- CHARTS, MAPS, GRAPHS, DRAWINGS, AND TABLES WITH TEXTUAL
MATTER AS INTEGRAL PARTS OF DOCUMENTS
- PENTAGON ADMINISTRATIVE DOCUMENTS

ASSUMPTION

Current DTIC captures:

- completed research
- research in progress
- IR&D data

Pillars of OUSD(A) EIS should include:

- technical information
- planning information
- contract information
- program performance information
- financial information

DEFENSE TECHNICAL INFORMATION CENTER

• TYPES OF REPORTS NOT ACCEPTED

ADMINISTRATIVE PAPERS

ADVERTISEMENTS

CATALOGS AND BROCHURES

CIRCULARS

CONTRACT ADMINISTRATION
DOCUMENTS

DIRECTORIES

DOCUMENT DECLASSIFICATION
LISTS

FINANCIAL REPORTS

MONTHLY STATUS REPORTS

ORDERS

PROCEDURES

PROMOTIONAL MATERIALS

PROPAGANDA MATERIAL

REGULATIONS, SPECIFICATIONS
AND INSTRUCTIONS

TECHNICAL MANUALS

DEFENSE TECHNICAL INFORMATION CENTER

- | | |
|------------------------------|---------------------------------|
| • TYPES OF FORMATS ACCEPTED | • TYPES OF FORMATS NOT ACCEPTED |
| PAPER | PAINTINGS, ENGRAVINGS, SKETCHES |
| MICROFICHE | MOVIE FILM |
| MAGNETIC TAPES | SLIDE FILM |
| VIDEORECORDINGS (FY91) | COLOR PLATES |
| SOFTWARE ON DISKETTES (FY91) | FILM STRIPS |
| | DATA PROCESSING CARDS |

Nonprint Document Distribution

Format Received	Format Distributed	Product Price
Video Tape	Video Tape	Video Tape
3/4 inch 1/2 inch Beta 1/2 inch VHS	1/2 inch VHS	1 video and documentation \$16.00 Additional videos per title *\$11.00
Floppy Diskettes	Floppy Diskettes	Floppy Diskettes
5 1/4 inch (360K) 5 1/4 inch (1.2MB) 3 1/2 Macintosh (800K) 3 1/2 (1.4MB)	5 1/4 inch (360K) 5 1/4 inch (1.2MB) 3 1/2 Macintosh (800K) 3 1/2 (1.4MB)	1 diskette and documentation \$9.00 Additional diskettes per title \$2.00
Magnetic Tapes	Magnetic Tapes	Magnetic Tapes
6250 bpi 1600 bpi	6250 bpi 1600 bpi	1 tape and documentation \$36.00 Additional tapes per title \$31.00

* Product also includes additional accompanying materials provided by contributor and Report Documentation Page. Documentation product will also be cataloged as separate document with its own AD#.

ACQUISITION SECTION FUNCTIONS

- 1. ACQUIRES DOCUMENTS OF VALUE TO DoD.**
- 2. DETERMINES SOURCES AND AVAILABILITY.**
- 3. DEVELOPS ACQUISITION CONTACTS.**
- 4. PROMOTES THE SUBMISSION OF DOCUMENTS TO DTIC.**
- 5. EFFECTS THE TRANSFER AND ACCESSION OF SELECTED DOCUMENTS FROM OLDER DoD COLLECTIONS.**

TOP FOUR ACQUISITION METHODS

- **USER REQUESTS**
- **CONTRACTS - NEW, EXPIRING, COMPLETED**
 - MASTER USER ADDRESS CONTRACT (MUAC) DATABASE
 - WORK UNIT INFORMATION SYSTEM (WUIS) DATABASE
- LISTS
- **LIAISON PROGRAM**
 - ONSITE VISITS - CONTRACTING OFFICERS,
CONTRIBUTORS, NONCONTRIBUTORS
 - CONFERENCES AND MEETINGS
 - BASE CLOSINGS
 - COLLECTIONS
 - OTHER CLEARINGHOUSES
- **BIBLIOGRAPHIES, ACCESSION LISTS, ETC.**

DTIC'S INTERACTION WITH THE INTERNATIONAL COMMUNITY

• INFORMATION EXCHANGE AGREEMENTS WITH:

- AUSTRALIA**
- CANADA**
- UNITED KINGDOM**
- WEST GERMANY**
- THE NETHERLANDS**

• OTHER SOURCES:

- ADVISORY GROUP FOR AERONAUTICAL RESEARCH &
DEVELOPMENT (AGARD)**
- NATO CENTRAL REGISTRY**
- ONR - LONDON**
- SHAPE TECHNICAL CENTER**
- DEFENSE RESEARCH GROUP (DRG)**

SELECTION SECTION FUNCTIONS

- 1. REVIEWS DOCUMENTS.**
- 2. DETERMINES THE TECHNICAL REPORTS TO BE ENTERED INTO THE DTIC TECHNICAL REPORT COLLECTION ACCORDING TO SUBJECT, SECURITY, AND FUNDING REQUIREMENTS.**
- 3. INSPECTS INCOMING DOCUMENTS.**
- 4. MAINTAINS RESOURCES TO CONTACT CONTRACT MONITORS TO RESOLVE PROBLEM DOCUMENTS.**
- 5. DUPLICATE CHECKS DOCUMENTS FROM OLD COLLECTIONS.**
- 6. PROCESSES REQUESTS FOR THE WITHDRAWAL OF DOCUMENTS AND/OR CHANGE IN AVAILABILITY STATUS.**
- 7. PROCESSES ERRATA AND/OR ADDENDA TO DOCUMENTS.**
- 8. PROVIDES PRIMARY DISTRIBUTION OF FOREIGN DOCUMENTS.**
- 9. PROCESSES PATENTS AND PATENT APPLICATIONS.**

SELECTION SECTION

- **DoD 5200.1-R** **INFORMATION SECURITY PROGRAM
REGULATION (JUN 1986)**
- **DoD 5230.24** **DISTRIBUTION STATEMENT ON TECHNICAL
DOCUMENTS (18 MAR 87)**
- **DTICM 4185.4** **REPORT SELECTION CRITERIA (JUN 1983,
REVISION, FY 91)**
- **AD-A219 300** **DEPARTMENT OF DEFENSE CRITICAL
TECHNOLOGIES PLAN (15 MAR 90)**
- **AD-A172 650** **SUBJECT CATEGORIZATION GUIDE FOR
DEFENSE SCIENCE AND TECHNOLOGY
(OCT 86)**

DOCUMENT MARKINGS

D

USACERL Technical Report M-9009
April 1990
Improved and New Roofing for Military Construction



US Army Corps
of Engineers
Construction Engineering
Research Laboratory

Long Term Field Test Results of Experimental EPDM and PUF Roofing

by
David M. Bailey
Stuart D. Fritz
Myer J. Rosenfield

Experimental results of long term field tests of experimental EPDM and PUF roofing systems were reported during 1979 and 1980 at Fort Belvoir, GA and Fort Belvoir, VA. This research demonstrates the long term results of a field test program for EPDM and PUF roofing systems. The results of the field tests are presented and the results of the laboratory tests are discussed. The results of the field tests are compared with the results of the laboratory tests. The results of the field tests are presented in the form of a table. The results of the laboratory tests are presented in the form of a table. The results of the field tests are presented in the form of a table. The results of the laboratory tests are presented in the form of a table.

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Signature
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Approved for public release; distribution is unlimited.

90 08 29 012

FOREWORD

This work was performed by the Engineering and Materials Division (EMD) of the U.S. Army Construction Engineering Research Laboratory (USACERL) for the U.S. Army Engineering and Housing Support Center (USABHSC) under Project 4A762731AT41, "Military Facilities Engineering Technology"; Task A, "Facilities Planning and Design"; Work Unit 044, "Improved and New Roofing for Military Construction." The Technical Monitor during the majority of this research was Chester Kirk. The current Technical Monitor for this work unit is Mike Smith (CEHSC-FB-S).

Appreciation is expressed to the personnel at Fort Belvoir and Lewis for taking samples from the test roofs; to Mr. Bernard V. Jones and Mr. Vernon L. Kuehn of the U.S. Bureau of Reclamation for performing the mechanical and physical tests on the material samples; and to Mr. Brian K. Young for reducing and analyzing the recorded data. Dr. Robert Quaresima is Chief of USACERL-EM. The Technical Editor was Charles J. Wambach, USACERL Information Management Office.

LTC B.J. Gribert, Jr. is Commander of USACERL and Dr. L. R. Shaffer is Director.

Accession For	
DTIC	CMAT
DTIC TAB	Unannounced
Justification	By
By	Justification/
Availability Codes	Avail and/or
Dist.	Special

REPORT DOCUMENTATION PAGE			Form Approved GSA GEN. REG. NO. 27	
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PROBLEM DOCUMENTS

- DISTRIBUTION STATEMENTS
- LACK OF
- INCONGRUENCY RDP VS COVER/TITLE PAGES
- MISSING PAGES
- ILLEGIBLE PAGES

DTIC CONVERSATION RECORD		DATE	TIME
DTIC USER CODE	INTL REPORT ACCOUNT NUMBER		
<input type="checkbox"/> POTENTIAL USER <input type="checkbox"/> GENERAL PUBLIC		<input type="checkbox"/> COMSEC INFORMATIONAL <input type="checkbox"/> OTHER	<input type="checkbox"/> BAD ACTIVITY <input type="checkbox"/> INFORMATIONAL <input type="checkbox"/> CONTRACTOR
PERSON CALLING		Rec'd 8/9/90	
OFFICE/PHONE/COMPANY AND LOCATION			
REASON FOR CALL <input type="checkbox"/> DOCUMENT IDENTIFICATION <input type="checkbox"/> DOCUMENT ORDER <input type="checkbox"/> GENERAL INFORMATION <input type="checkbox"/> REFERRAL TO OTHER BUREAU OF INFORMATION <input type="checkbox"/> DTIC-ELR		ACTION TAKEN <input type="checkbox"/> ... DOCUMENT EXISTED <input type="checkbox"/> ... DOCUMENTS NO RECORD IN DATABASE <input type="checkbox"/> ... DOCUMENTS ACQUIRED <input type="checkbox"/> ... DOCUMENTS ORDERED <input type="checkbox"/> NEW USER REQUESTING REGISTRATION KIT <input type="checkbox"/> OTHER <input type="checkbox"/> REFERRED TO	
REMARKS 8/10/90 - Called Library at Aberdeen. Talked to Dorothy Beggs... She gave phone numbers of 3 who worked on this report: James Finckers - 8/288-3403 Barry Patterson - 8/298-5198 Reneeth Dick - 8/290-3652			
8/10/90 - Called Finckers at 1:15 - No answer			
8/13/90 - Called Patterson at 9:00 - Late callback, he called back later. Suggested calling Ray Miller at 8/286-6116 (AMSTH-QAM-supposedly the POC)			
8/13/90 - Called Ray Miller at 8:55 - No answer			
8/13/90 - Called Ray Miller at 12:30. Late callback, when he returned call, he suggested Ben Cox at 8/786-8015			
8/13/90 - Called Ben Cox at 12:30 - DND.			
8/15/90 - Called Ben Cox at 9:05. He also suggested RUSKINS' also - THIS TIME DANIEL OSTROFSKY			
8/16/90 - Called Daniel Ostrofsky. He said he would check and call back			
NAME OF PERSON RECEIVING		See next page	
HARRIS CALL			

- COPY IS NOT OBTAINABLE FOR PROCESSING AND RETENTION BY DTIC
- FORM 70A ALLOWS SELECTION SECTION TO PUT ITS MARKINGS AND CODES ON DOCUMENTS FOR PIPELINE PROCESSING
- DOCUMENT IS RETURNED TO CONTRIBUTOR BY SELECTION SECTION
- SAME FORM PRINTED ON A DIFFERENT COLOR STOCK WITH "NONPRINT DOCUMENT" LABELS WILL BE USED TO PROCESS NONPRINT DOCUMENTS

<div style="display: flex; justify-content: space-between;"> DTIC ACCESSION NUMBER PHOTOGRAPH THIS SHEET </div>		<div style="display: flex; justify-content: space-between;"> LEVEL INVENTORY </div>	
<div style="display: flex; justify-content: space-between;"> DTIC ACCESSION NUMBER DOCUMENT IDENTIFICATION </div>		<div style="display: flex; justify-content: space-between;"> DATE RECEIVED REGISTERED OR CERTIFIED </div>	
<div style="display: flex; justify-content: space-between;"> DATE RECEIVED REGISTERED OR CERTIFIED </div>		<div style="display: flex; justify-content: space-between;"> DATE RETURNED REGISTERED OR CERTIFIED </div>	
<div style="display: flex; justify-content: space-between;"> DATE RECEIVED REGISTERED OR CERTIFIED </div>		<div style="display: flex; justify-content: space-between;"> DATE RETURNED REGISTERED OR CERTIFIED </div>	

BY	DATE	TIME	INITIALS
RECEIVED	DATE	TIME	INITIALS
RECEIVED	DATE	TIME	INITIALS
RECEIVED	DATE	TIME	INITIALS
RECEIVED	DATE	TIME	INITIALS

DISTRIBUTION STATEMENT

PHOTOGRAPH THIS SHEET AND RETURN TO DTIC-PDAC

LOAN DOCUMENT

DTIC FORM 76A

DTIC ACCESSION NOTICE

DTIC FORM 50

AD NUMBER		DATE	DTIC ACCESSION NOTICE
1. REPORT IDENTIFYING INFORMATION			
A. ORIGINATING AGENCY			REQUESTER: 1. Put your mailing address on reverse of form. 2. Complete items 1 and 2. 3. Attach form to reports mailed to DTIC. 4. Use unclassified information only.
B. REPORT TITLE AND/OR NUMBER			
C. MONITOR REPORT NUMBER			
D. PREPARED UNDER CONTRACT NUMBER			
2. DISTRIBUTION STATEMENT			
DTIC FORM 50			DTIC: 1. Assign AD Number 2. Return to requester

PREVIOUS EDITIONS ARE OBSOLETE

Collection Development: Report Acquisition/Selection (Cont'd)

• Benefits:

- Complete collection
- More reliable results
- Fewer information gaps
- Greater breadth and scope of coverage

• Point of Contact:

~~XXXXXXXXXX~~

(703) 274-~~XXXX~~

4408

Division
Collection Management
Programs Branch

ORIGINAL PAGE IS
OF POOR QUALITY

STI Program Coordinating Council

Acquisitions

January 23, 1992

1. CASI ACQUISITIONS

o Overview and Policy

The acquisition policies/practices followed by CASI are based on the following documents. These documents define the rationale behind the practices.

NASA Management Instruction 2220.5D - NASA Scientific and Technical Information

NASA STI Handbook 2200.2 - NASA Scientific and Technical Information Handbook - Documentation, Approval, and Dissemination

NASA-SP-7065 (89N15779) - The NASA Scientific and Technical Information System...It's Scope and Coverage

Statement of Work (Contract NASw-4584)

Technical Directives:

TD 91-064 Processing of Documents for NASA Centers

TD 91-nnn NASA Center Acquisitions Initiative

TD 91-113 R&DCS (K-File) Processing Study

Other Technical Directives

Sources of technical reports include:

NASA

Non-NASA Domestic

Foreign

The Acquisitions Expert Committee (Program Manager - Allan Kuhn) is made up of experts from:

NASA Headquarters

NASA Centers

CASI

o **National Level Exchange Feedback**

Organizations:

Canada (Canada Institute for Scientific and Technical Information)
Australia (Australian Defense Information Services)
Israel (Israel Space Agency)
Japan (National Space Development Agency of Japan)

Communication:

Points-of-Contact
Letters
FAX
Memorandums
Telephone Calls



המרכז הבינתחומי לניתוח וחיזוי טכנולוגי
לד אוניברסיטת תל-אביב

INTERDISCIPLINARY CENTER FOR TECHNOLOGICAL ANALYSIS & FORECASTING
AT TEL-AVIV UNIVERSITY

21st January 1992

NASA, Center for Aerospace Information
Attn: Michael J. Streeks,
Manager, Document Processing Section,
P.O. Box 8757,
Baltimore Washington International Airport, MD 21240,
U.S.A.

Dear Mr. Streeks,

Enclosed are the following documents for despatch 1/92:
85127 - analytic primary plus 38 analytic secondaries.
The total number of documents is 39.
This package also contains a diskette with the ASCII file,
RNASA10.WMS, a printout of the data, photocopies and microfiches
of the documents, and forms 901.

We draw CASI attention to the following:

Forms 901 for the primary and some secondaries contain reference
to new corporate sources, as follow:

Primary: (1) CASA - RI/SME, Tel-Aviv Chapter
P.O. Box 50432,
Tel-Aviv 65500, Israel.

(2) ITIM - The Israel Society for CAD/CAM

Secondaries:

ans no. 5: MABAT - Israel Aircraft Industries,
Yahud, Israel

ans nos. 6, 24: Edith Ohri,
Industrial Management Consultant,
Tel-Aviv, Israel.

ans nos. 9, 14: INESC, IST,
Aptdo. 10105,
1017 Lisboa, Portugal.

ans no. 10: IMS/Valid International,
Slough, Berks, U.K.

ans no. 12: SIFU - Elektronik,
Box 4012,
S-10261, Stockholm, Sweden.

ans nos. 18, 19: I.B.M. Israel Scientific Center,
Technion City, Haifa, Israel.

ans no. 22: National Semiconductor, (I.C.) Ltd,
P.O. Box no. 3007
Herzliya B, 46204, Israel.

2. PROACTIVE ACQUISITIONS ACTIVITY

o Domestic Exchange Partners

Over the course of several years, CASI has established several long-term agreements with other Agencies. Receipts from these agencies is automatic, therefore minimal follow-up is needed. The major ones are:

DTIC - We receive an average of two magnetic tapes monthly and also microfiche and some hard copies.

DOE - We receive an average of four magnetic tapes monthly and also microfiche.

NTIS - Abstracts are selected from the GRA&I Index twice monthly.

FAA - We are on automatic distribution for hard copies of all technical reports and notes.

CPIA - We are on automatic distribution for all CPIA technical publications (with exception of some manuals).

GAO - Within the last year, automatic distribution has been established for all reports with NASA involvement.

NSF - Recently established automatic distribution for all publications.

GOALS: To continue to monitor receipts in these areas. Where profiles can be established, we intend to do so.

o NASA Center Interface

Most NASA reports are routinely received from NASA Headquarters and the field installations. This includes all NASA Report Series (i.e., TM, CP, CR, SP,...). Some current procedures being utilized to improve coverage:

RECON Research - Searching the Database looking for 'gaps' in Report Number Series and requesting these from the Centers.

Acquisition Directory - A directory is maintained with points of contact for each Facility. At present it contains about one hundred and fifty NASA and one hundred and fifty Non-NASA names.

Quality Control - Any document received with pages missing or poor reproducibility requires interacting with Center to obtain a better copy. Most respond positively.

Reference Request - Whenever a NASA document is requested by a user, all effort is made to try to obtain this document. We may call, write or FAX request to Center. These numbers are reported in the Monthly Operations Report.

Onsite Contractors - On-Site Contractors sometimes produce technical reports that are not "NASA-numbered" reports. Efforts are made to acquire these and establish automatic distribution. (i.e. RIACS, ICOMP, ICASE, NSSDC).

Standard Request Form - A standard form letter is being designed so that we will be consistent when interacting with Center personnel.

GOALS: To begin using the Standard Request Form. To make visits to a few NASA installations, Officially establish and improve the Acquisitions Network.

o **Non-NASA Organizational Interface**

As stated, we have as many NASA as non-NASA contacts. The difference between these and exchange partners is due to the fact that some agencies do not have a formal distribution list and therefore agree to send us reports as we request them. Some that have worked well are:

NAS - We received newsletters announcing recent releases.

OTA - We also received announcement information.

NIAR - This institute contacted CASI in reference to requirements for submitted technical reports. They now send us reports periodically.

RAND - Sends a list of publications available regularly.

Note that all these reports are received gratis (No charge).

GOALS: To continue to follow new leads in this area.

o **Contracts and Grants**

Presently a great amount of research is being done in this area. The file collection at CASI has over 31,000 R&D contracts and grants. Approximately 30% of those input never receive reports. On a regular basis, reports are requested from those outstanding. The response at present is minimal.

The objectives of the current studies are to: 1) Establish a better network between STIP, CASI, and Procurement, 2) Receive data electronically from Procurement for more timely and accurate information, and 3) Establish a good point of contact at each NASA center who will be responsible for seeing that CASI obtains all reports.

Once these objectives are accomplished, CASI should then be able to submit a deficiency report to JTT, as necessary showing where improvements are still needed.

o **Miscellaneous Acquisition Tools**

To keep abreast of new topics of research in the STI community, various search tools are useful:

References and Bibliographies are searched.

Newsletters, Brochures, and Announcements are read.

User Request are followed-up and new leads taken.

Statistics:

Receipts and Requests for the Past Three Years

	1989	1990	1991	Average
Requests	1176	994	1364	1178
Receipts	908	620	1015	848

You can see from the above that Acquisitions has averaged a 72% response rate from all requests. These items have all been proactively acquired. As we respond to the needs of the Centers and NASA database users, we anticipate the numbers will continue to rise.

**METHODS OF INSURING NASA/CASI RECEIPT
OF FINAL TECHNICAL REPORT**

- o Enforcement of Contract Clause "REPORTS OF WORK (HW 52.227-91)
- o Ensure that technical/contractual counterparts at Field Centers are incorporating similar contract clause in their contracts
- o Pursue through HP establishing a NASA-wide clause similar to HW's "REPORTS OF WORK" clause
- o Emphasis during Post-Award Orientation discussions with Contractor(s)
- o Establish "tickler" file system to remind contractor one month prior to contract expiration
- o Emphasize need as part of Close-Out Procedure
 - Including withholding of Final Payment until receipt of Final Report
- o CASI Representative should notify cognizant Contracting Officer if report hasn't been received after reasonable time

REPORTS OF WORK (HW 52.227-91) (Apr 1989)

(a) Monthly Progress Reports. The Contractor shall submit separate monthly progress reports of all work accomplished during each month of contract performance. Reports shall be in narrative form and brief and informal in content. Monthly reports shall be submitted in six (6) copies. Monthly reports shall include:

- (1) A quantitative description of overall progress.**
- (2) An indication of any current problems which may impede performance and proposed corrective action.**
- (3) A discussion of the work to be performed during the next monthly reporting period.**

(b) Quarterly Progress Reports. The Contractor shall submit separate quarterly reports of all work accomplished during each three-month period of contract performance. In addition to factual data, these reports shall include a separate analysis section which interprets the results obtained, recommends further action, and relates occurrences to the ultimate objectives of the contract work. Sufficient diagrams, sketches, curves, photographs, and drawings shall be included to convey the intended meaning. Quarterly reports shall be submitted in six copies.

(c) Final Report. The Contractor shall submit a final report which documents and summarizes the results of the entire contract work, including recommendations and conclusions based on the experience, and results obtained. The final report shall include tables, graphs, diagrams, curves, sketches, photographs, and drawings in sufficient detail to comprehensively explain the results achieved under the contract. Unless otherwise directed by the Contracting Office, three (3) copies of the final report must be submitted.

(d) Report Documentation Page. The contractor shall include a completed Documentation Page (NASA Form 1626) as the final page of each report submitted in accordance with subdivisions (A) through (C) above.

(e) Distribution. The monthly and quarterly progress reports and the final report shall be distributed as follows:

No. of Copies Reproducible and 2 copies	Addressee	Address
	NASA Scientific & Technical Information Facility	P.O. Box 8757 B/W Int'l Airport Baltimore, MD 21240
One	New Technology Rep.	Code: CU NASA Headquarters Washington, DC 20546
One	NASA HQ/Acq. Division	Code HW__ NASA Headquarters Washington, DC 20546
_____	NASA HQ/Technical Representative	(see Block 11 of SF 26)

3. DOCUMENT EVALUATION

o Scope and Coverage

History:

Working guide for individuals who scan published and report literature for documents to be added to the NASA Database.

First publication in March 1970 contained thirty-four Categories.

Second publication in September 1978 contained seventy-five Categories. Complete restructure of original Scope and Coverage.

Third publication in December 1988 contained previous seventy-five Categories and new Category 29.

Used by AIAA, CASI, and NASA Centers for all documents except progress reports receiving bibliographic control only.

Author assigns Subject Category to NASA Formal documents which appears on Report Documentation Page (RDP).

Document Evaluator assigns Subject Categories to non-NASA documents and NASA documents without preassigned Subject Category.

Purpose:

Subject Categories are used to identify the content of the document and to establish location in STAR and IAA Journals.

Provides a means for determining the interests of subscribers and the eleven distribution divisions determine microfiche sent to subscribers.

Updating:

New additions are added to expand Scope Notes when encountered in document processing for incorporation into next revision.

Sources of new subjects are NASA Authorization Hearings, NASA Newsletters, Long Range Plans, RTOPs, and brochures.

Layout:

Typical presentation:

Category 02, Aerodynamics

Scope Note

Definition

Degrees of NASA Interest:

Exhaustive

Selective

Negative

Expanded Scope Notes

o **NASA Program Office Needs**

Letter from Lewis Center concerning categories for:

Ground Based Propulsion

Diesel Propulsion

Aircraft Propulsion

Spacecraft Propulsion

Mechanics of Materials

Intermetallic Materials

Subject Category 29, Materials Processing, was added after ten years of deliberation.

Subject Categories have been deliberately organized with gaps in the numbers for addition of new Categories.

CASI will comply with incorporating new Subject Categories to Scope and Coverage if a need is substantiated and with NASA Headquarters concurrence.

o **Domestic Exchange Profiles**

Three Government Agencies provide majority on non-NASA material on automatic distribution:

DTIC - two magnetic tapes per month

DOE - four magnetic tapes per month

NTIS - two journals and corresponding microfiche per month

Approximately fifty percent DTIC, thirty percent DOE, and less than one percent NTIS items are selected for the NASA Database.

Status:

DTIC - Efforts are underway to statistically analyze Subject Terms and Corporate Sources selected by CASI from DTIC Tapes. Another area for consideration is use of MAI.

DOE - Documentation prepared identifying Subject Categories desired with assurance that DOE will create a profile.

NTIS - Negotiations underway to create a 'sales tape' which will contain Subjects identified from NTIS Subject Category guides.

STAR/IAA/NASA CATEGORIES AND DIVISIONS

AERONAUTICS --A

- 01 AERONAUTICS (GENERAL)
- 02 AERODYNAMICS AND FLIGHT MECHANICS
- 03 AIR TRANSPORTATION AND SAFETY
- 04 AIRCRAFT COMMUNICATIONS AND NAVIGATION
- 05 AIRCRAFT DESIGN, TESTING, AND PERFORMANCE
- 06 AIRCRAFT INSTRUMENTATION
- 07 AIRCRAFT PROPULSION AND POWER
- 08 AIRCRAFT STABILITY AND CONTROL
- 09 RESEARCH AND SUPPORT FACILITIES (AIR) - AIRFIELDS

ENGINEERING --D

- 31 ENGINEERING (GENERAL)
- 32 COMMUNICATIONS
- 33 ELECTRONICS AND ELECTRICAL ENGINEERING
- 34 FLUID MECHANICS AND HEAT TRANSFER
- 35 INSTRUMENTATION AND PHOTOGRAPHY - (HOLOGRAPHY)
- 36 LASERS AND MASERS
- 37 MECHANICAL ENGINEERING
- 38 QUALITY ASSURANCE AND RELIABILITY (NON DEST. TESTS)
- 39 STRUCTURAL MECHANICS

ASTRONAUTICS --B

- 12 ASTRONAUTICS (GENERAL)
- 13 ASTRODYNAMICS AND SPACE MECHANICS
- 14 GROUND SUPPORT SYSTEMS AND FACILITIES (SPACE)
- 15 LAUNCH VEHICLES AND SPACE VEHICLES - (SATELLITES)
- 16 SPACE TRANSPORTATION
- 17 SPACECRAFT COMMUNICATIONS, COMMAND, AND TRACKING
- 18 SPACECRAFT DESIGN, TESTING, AND PERFORMANCE
- 19 SPACECRAFT INSTRUMENTATION
- 20 SPACECRAFT PROPULSION AND POWER

CHEMISTRY AND MATERIALS --C

- 23 CHEMISTRY AND MATERIALS (GENERAL)
- 24 COMPOSITE MATERIALS (LAMINATES)
- 25 INORGANIC AND PHYSICAL CHEMISTRY
- 26 METALLIC MATERIALS
- 27 NONMETALLIC MATERIALS
- 28 PROPELLANTS AND FUELS (EXPLOSIVES)
- 29 MATERIALS PROCESSING

GEOSCIENCES --E

- 42 GEOSCIENCES (GENERAL)
- 43 EARTH RESOURCES (REMOTE SENSORS)
- 44 ENERGY PRODUCTION AND CONVERSION
- 45 ENVIRONMENT POLLUTION
- 46 GEOPHYSICS - (SEISMOLOGY)
- 47 METEOROLOGY AND CLIMATOLOGY
- 48 OCEANOGRAPHY

LIFE SCIENCES --F

- 51 LIFE SCIENCES (GENERAL)
- 52 AEROSPACE MEDICINE
- 53 BEHAVIORAL SCIENCES
- 54 MAN/SYSTEM TECHNOLOGY AND LIFE SUPPORT
- 55 PLANETARY BIOLOGY

MATHEMATICAL AND COMPUTER SCIENCES - G

- 59 MATHEMATICAL & COMPUTER SCIENCES (GENERAL)
- 60 COMPUTER OPERATIONS AND HARDWARE
- 61 COMPUTER PROGRAMMING AND SOFTWARE

- 62 COMPUTER SYSTEMS
- 63 CYBERNETICS
- 64 NUMERICAL ANALYSIS
- 65 STATISTICS AND PROBABILITY
- 66 SYSTEMS ANALYSIS
- 67 THEORETICAL MATHEMATICS

PHYSICS --H

- 70 PHYSICS (GENERAL)
- 71 ACOUSTICS
- 72 ATOMIC AND MOLECULAR PHYSICS
- 73 NUCLEAR & HIGH ENERGY PHYSICS
- 74 OPTICS
- 75 PLASMA PHYSICS
- 76 SOLID-STATE PHYSICS
- 77 THERMODYNAMICS & STATISTICAL PHYSICS

SOCIAL SCIENCES --I

- 80 SOCIAL SCIENCES (GENERAL)
- 81 ADMINISTRATION & MANAGEMENT
- 82 DOCUMENTATION & INFORMATION SCIENCE
- 83 ECONOMICS & COST ANALYSIS
- 84 LAW AND POLITICAL SCIENCE
- 85 URBAN TECHNOLOGY AND TRANSPORTATION (TECH. UTILIZ.)

SPACE SCIENCES --J

- 88 SPACE SCIENCES (GENERAL)
- 89 ASTRONOMY
- 90 ASTROPHYSICS
- 91 LUNAR & PLANETARY EXPLORATION (METEORS)
- 92 SOLAR PHYSICS (SOLAR WIND)
- 93 SPACE RADIATION
- 99 GENERAL

Aerodynamics

Includes aerodynamics of bodies, combinations, wings, rotors, and control surfaces; and internal flow in ducts and turbomachinery. For related information see also *Fluid Mechanics and Heat Transfer* (pages 69-71).

Definition

Aerodynamics - The science that deals with the motion of air and other gaseous fluids and with the forces acting on bodies when the bodies move through such fluids or when such fluids move against or around the bodies. NASA Thesaurus, Volume 3: Definitions. Washington, DC: National Aeronautics and Space Administration, 1988. NASA SP-7064.

NASA Interest

Exhaustive Interest: All information dealing with the effects of relative motion on the flow of air or other gases and vapors, at any velocity, over aircraft, air cushion vehicles, land transportation vehicles, spacecraft, launch vehicles, missiles, and their components; over geometric shapes of models used in laboratory and wind tunnel tests, e.g., cones, plates, shells, spheres, and cylinders; internal flow in channels, ducts, and turbomachines; forces acting on bodies in aerodynamic flow, including aerodynamic lift and drag.

Selective Interest: Aerodynamics of ground support equipment for aerospace research, results of aerodynamic testing for these effects, or the aerodynamic effects of surface structures on weather or environment.

Negative Interest: Aerodynamics of surface structures, ships, and bridges.

Input Subjects of Specific Interest

- Aerodynamic derivatives
- Aerodynamic flow fields
- Aerodynamic heating
- Aerodynamic noise (airframe generated)
- Aerodynamic studies of skin friction
- Aerodynamic wakes
- Aerodynamics of:
 - Airfoils
 - Bodies
 - Canards
 - Combinations
 - Control surfaces
 - Diffusers
 - Exits
 - Launch vehicles (for specific launch vehicles see *Launch Vehicles and Space Vehicles* (pages 29-30))
 - Propellers
 - Protuberances (antennas, braces, external stores, fairings, landing gear, and struts)
 - Reentry vehicles (for specific reentry vehicles see *Launch Vehicles and Space Vehicles* (pages 29-30))

INTERNATIONAL ENERGY

Subject Categories and Scope

1990

DOE SUBJECT CATEGORIES

080000 HYDROGEN	140900 Solar Thermal Utilization
080100 Production	140909 Miscellaneous Solar Applications
080101 Electrolysis	141000 Solar Collectors and Concentrators
080102 Thermochemical Processes	142000 Heat Storage
080106 Biosynthesis and Photochemical Processes	170000 WIND ENERGY
080200 Storage, Transport, and Handling	170100 Resources and Availability (Climatology)
080201 Chemisorption Storage	170600 Wind Energy Engineering
080202 Underground Storage	170601 Applications
080203 Cryogenic Storage	170602 Turbine Design and Operation
080204 Transport and Handling	170603 Power-Conversion Systems
080800 Properties and Composition	170604 Site Characteristics
080900 Environmental Aspects	220000 NUCLEAR REACTOR TECHNOLOGY
083000 Combustion	220800 Propulsion Reactors
090000 BIOMASS FUELS	250000 ENERGY STORAGE
091000 Properties and Composition	250100 Magnetic
092000 Combustion	250200 Compressed and Liquefied Gas
100000 SYNTHETIC FUELS	250400 Capacitor Banks
100200 Production	250500 Flywheels
100300 Properties and Composition	250600 Thermal
100400 Combustion	250800 Chemical
140000 SOLAR ENERGY	250900 Batteries
140100 Resources and Availability	300000 DIRECT ENERGY CONVERSION
140500 Solar Energy Conversion	300100 MHD Generators
140501 Photovoltaic Conversion	300101 Design and Development
140502 Thermionic and Thermoelectric Conversion	300102 Performance and Testing
140505 Photochemical, Photobiological, and Thermochemical Conversion	300103 Materials, Components, and Auxiliaries
140600 Photovoltaic Power Systems	300104 Duct Engineering and Fluid Dynamics
140700 Solar Thermal Power Systems	300200 Thermoelectric Generators

Handouts for: STI COORDINATING COUNCIL

Open Literature Scope & Coverage in the NASA STI Program

Open Literature Scope and Coverage in the NASA STI Program

Dave Purdy
AIAA

NASA STIP

Jan 1992

Acquisitions Approach

Published literature: requires an active approach, is not
the purchasing activity that many expect

Emphasizes:

- Quality selection
- Unique materials
- AIAA position
- Worldwide network

Methodology

- Literature surveillance
- Exchange
- Review copies
- Member input and assistance

Open Literature Scope & Coverage
AIAA Jan 1992

2

AIAA Position Used to NASA STI Advantage

- AIAA publications contributed
 - - 8% of the literature
 - AIAA publishes international conferences
- Exchanges
- Review
 - NASA and AIAA reputation as quality aerospace publisher
- Members as authors
- Technical committee connection

Open Literature Scope & Coverage
AIAA Jan 1992

3

Handouts for: STI COORDINATING COUNCIL Open Literature Scope & Coverage in the NASA STI Program

Cost Pressures

- 16% rise in costs for 1992
- J Combustion S&T >1000% in 5yrs
- No budget increase 1992

Open Literature Scope & Coverage
AIAA, Jan 1992

4

Keeping Tabs on a Changing World

- Soviet literature working group
- Pacific Rim initiative

Open Literature Scope & Coverage
AIAA, Jan 1992

5

Literature Surveillance

- Publishers catalogs
- Ads
- Journal citations
- Unpublished lists
- Irregular events
- NASA supplied manuscripts
- Authors

Open Literature Scope & Coverage
AIAA, Jan 1992

6

Handouts for: STI COORDINATING COUNCIL

Open Literature Scope & Coverage in the NASA STI Program

SCOPE - a living thing

- Balancing act
- Some areas explode
- International growth
- User needs constantly monitored
- NASA STIP feedback

Open Literature Scope & Coverage
AIAA Jan 1992

7

Continuous Improvement

- Electronic Input
IEEE has contributed to productivity increase
AIAA journal input next
Large commercial publisher interested
- Scanning
- Exchanges - updating contacts
- Acquisition automation frees time and enables more analysis

Open Literature Scope & Coverage
AIAA Jan 1992

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